

California Energy Commission



CLASSIFICATION: Energy Commission Specialist II (TED)

TENURE: Permanent

TIME BASE: Full Time

SALARY: \$6,329.00 – \$7,866.00

LOCATION: Efficiency Division, Appliances Office

FINAL FILING DATE: April 30, 2019

The Energy Commission's Appliances Office is looking for a dynamic and highly motivated individual who is interested in helping Californians continue to have energy choices that are affordable, reliable, and environmentally acceptable. If you are looking to work for an organization that encourages creativity and supports a cooperative work environment, look no further. If you have excellent interpersonal, organizational, and project management skills, as well as excellent written and oral presentation skills, we encourage you to apply.

The full duty statement is available at <http://www.energy.ca.gov/careers/jobs.html>.

DUTIES/RESPONSIBILITIES:

The Energy Commission Specialist II (TED) is under the general supervision of the Energy Resources Specialist III (Supervisory) in the Appliances Office of the Efficiency Division. The incumbent is a self-starter who serves as a highly skilled specialist and project lead for multi-disciplinary teams regarding various energy technologies and analytical work supporting the Appliance Efficiency Program and other Efficiency Division programs. The incumbent is responsible for providing independent expert guidance on highly complex and technical economic consultation and economic analyses related to the Appliance Efficiency program and federal appliance standards. The incumbent shall also be responsible for developing policy documents and legislative proposals; developing and collaborating with the California Public Utilities Commission on codes and standards activities; and providing policy analysis and input to the Energy Commission's Integrated Energy Policy Report and Senate Bill 350 target-setting goals. Duties include, but are not limited to:

- Prepare economic assessments of the Energy Commission's regulations for purposes of producing standardized regulatory impact assessments as authorized by SB 617 (Chapter 496, Statutes of 2011) and California Code of Regulations Title 1, sections 2000-2004. Conduct economic and fiscal impact statements as required under State Administrative Manual Sections 6601-6616, and related forms and documents for approval by the Department of Finance and the Office of Administrative Law. In consultation with expert staff, prepare baseline analyses, identify and research data to support the economic assessments, use modeling tools (e.g., RIMS II, IMPLAN, or similar) to determine the macroeconomic impacts of the standards, and synthesize the results for publication as part of the rulemaking proceeding. Respond to questions and prepare revisions of the standardized regulatory impact assessment based on feedback from the Department of Finance and the public. Serve as an expert on the Energy Commission's economic analyses for purposes of its rulemaking activities.

DESIRABLE EXPERIENCE/QUALIFICATIONS: The successful applicant should have:

- Excellent interpersonal skills, including working within a team environment.
- Ability to complete economic and fiscal impact statements.
- Ability to use economic modeling tools such as IMPLAN, RIMS II or similar.
- In consultation with expert staff, ability to prepare baseline analyses and identify and research data to support economic assessments.
- Ability to analyze and prepare comments to the U.S. Department of Energy on its economic analyses for federal appliance efficiency regulations, including but not limited to the national impact analysis, the manufacturer production cost model, and the life cycle cost analysis.
- Strong critical thinking, completed staff work, and analytical skills.
- Experience with rulemakings under the Administrative Procedure Act.
- Strong project management background to ensure swift movement of projects to completion.
- Ability to communicate effectively and relay complicated information in a clear and concise, consumer-friendly manner.
- Ability to work with other offices and divisions within the Energy Commission on interdisciplinary projects.
- Strong written and verbal communication skills.

STATEMENT OF QUALIFICATIONS (REQUIRED)

Your response must be no more than two typewritten pages in length, and include your first and last name at the top of each page. Resumes do not take the place of the SOQ. Applications without a clearly titled SOQ may not be considered for this position.

Question 1. Include a description of your experience and how your experience and knowledge prepared you to fulfill the duties of this position.

WHO MAY APPLY: Eligible candidates who are current state employees with status in the above classification, lateral transfers from an equivalent class who meet the minimum qualifications of this classification, former state employees who can reinstate into this class or persons who are reachable on a current employment list for this classification. Appointment is subject to the provisions of the SROA process: SROA/SURPLUS/ REEMPLOYMENT candidates are encouraged to apply and must attach a copy of their status letter in order to be considered. Applications will be screened and the most qualified may be contacted for an interview.

Interested applicants must submit a completed Standard State Application (Form STD. 678) with an original signature to the contact/address listed below. **You must clearly indicate the basis of your eligibility (i.e., list, transfer, SROA/Surplus, reinstatement, etc.), RPA #410-282 and Position #535-4100-4185-001 in the “Explanation Section” of the STD 678.** Applications will be screened for experience and only the most qualified will be contacted for an interview. Electronic applications will be accepted.

NOTE: Possession of the minimum qualifications will be verified prior to the interview and/or appointment. If it is determined that an applicant does not meet the minimum qualifications, the application may be forwarded to the State Personnel Board for review and the applicant's name may be removed from the eligibility list.

SUBMIT APPLICATIONS TO:

Personnel Services Office
Attn: RPA #410-282
1516 9th Street, MS-3
Sacramento, CA 95814
Phone: 916-654-4309

California Relay (Telephone) Service for the Deaf or Hearing-Impaired
From hTDD Phones: 1-800-735-2929
From Voice Phones: 1-800-735-2922
personnelservices@energy.ca.gov